<u>MEMORANDUM</u>

TO:

School Facilities Initiative Task Force

FROM:

Mark R. Oefinger, Town Manager

DATE:

December 5, 2013

SUBJECT:

Cancellation of Meeting

The December 12, 2013 meeting of the School Facilities Initiative Task Force has been cancelled. There are no additional meetings scheduled at this time.

MRO:nb

cc:

Town Clerk